

DATE:	MAY 18, 2022
NUMBER:	T.7
SUBJECT:	LEGAL ASSISTANCE TO INCARCERATED PERSONS
RELATED SECTIONS:	N.3 , N.5 , N.7 , P.15

PURPOSE

To outline what a Sheriff's Department employee, working within a detention facility, may and may not do to assist an incarcerated person with legal matters.

POLICY

All requests for legal assistance shall be referred to those organizations established and properly equipped to handle such matters. No legal advice is to be given to an incarcerated person by any staff member. No encouragement is to be given to an incarcerated person pursuing a legal claim against any branch of government or its' employees. No attorney or group of attorneys is to be recommended by a staff member to any incarcerated person.

PROCEDURE

- I. When a request is received from an incarcerated person for legal assistance, the request should be given to the facility correctional counselor. The counselor may:
 - A. Explain to the incarcerated person the availability, rules and protocol for accessing the off-site legal research service.
 - B. Ensure the appropriate and timely use of the off-site legal research service, include documentation and delivery of responses.
 - C. Refer the incarcerated person to the San Diego County Bar Association Lawyer Referral and Information Service.
 - D. Refer the incarcerated person to any other appropriate legal service that does not violate this policy.